

Agricultural Motor Carrier Licensing Guide

The Kansas Department of Agriculture is devoted to the total support of agriculture in Kansas. While we must fulfill our statutory obligations, the department is dedicated to providing support and assistance to make Kansas farms, ranches and agribusinesses successful and help them grow if that is their desire. We also work each day to encourage more farms, ranches and other agriculture business to expand in or relocate to Kansas. This checklist will help guide you through various resources and requirements for opening and operating a typical Kansas agricultural motor carrier. In addition to license requirements by KDA, other Kansas agencies as well as local or federal government agencies may have regulatory requirements to follow. Contact your local planning authority to ensure you follow all local business development laws, rules, regulations and guidelines. This guide is designed to make it easier for you as you work to build and operate a successful agricultural motor carrier in Kansas.

✓	Department	Description	Renewal
	Office of the Secretary of State www.kssos.org	Complete the appropriate business entity filings and forms required by the Kansas Secretary of State. Call 785-296-4564 for more information.	Prior to starting
	Department of Revenue www.ksrevenue.org	Visit the Department of Revenue website to find important business tax information . Call 785-368-8222 for more information.	Prior to starting
	Kansas Corporation Commission — Transportation Division www.kcc.state.ks.us/	Consult the Kansas Corporation Commission transportation website for information about operating motor carriers in Kansas. Motor carrier compliance information can be found in the Procedures for Safety Compliance manual and training is available at locations noted on the Safety Presentations schedule. For more information, call 785-271-3145.	Prior to starting
	Department of Agriculture — Division of Animal Health http://agriculture.ks.gov	When importing livestock into Kansas, motor carriers must have appropriate health certificates as required by Animal Health. Consult the Division of Animal Health Import and Export Regulations for a complete list of requirements for interstate shipment of livestock. For further information, call Animal Health at 785-564-6601.	Prior to interstate shipment of livestock
	Department of Agriculture — Dairy Inspection Program http://agriculture.ks.gov	Motor carriers responsible for hauling and transporting milk should obtain a Milk Hauler License . If the motor carrier will own a milk tank wash facility, they should complete the Milk Tank Truck Wash Facility License application. Review the Milk Hauler's Study Manual , or contact the Dairy Inspection Program at 785-564-6761. Milk tank wash facilities may also require approval from the Kansas Department of Health & Environment if water discharge is not directed towards municipal systems. Call KDHE at 785-296-5547 for more information.	Prior to starting, July 1
	Department of Agriculture — Pesticide and Fertilizer http://agriculture.ks.gov	The Department of Agriculture regulates the storage and transport of anhydrous ammonia. Transport trucks are subject to safety compliance inspection if present at a storage facility during inspection. Call 785-564-6688 for more information.	
	Department of Health and Environment — Bureau of Environmental Remediation, Storage Tank Section www.kdheks.gov	Agricultural motor carriers operating their own aboveground storage tanks (AST) or underground storage tanks (UST) may need to register with KDHE. Review the KDHE Storage Tank Section website for further information, or call 785-296-1678 for permitting information. The Kansas Small Business Environmental Assistance Program (SBEAP) has AST program highlights and registration requirements in addition to assistance with UST inventory control .	Prior to installing tanks, annual renewal August 1

Kansas Department of Agriculture
1320 Research Park Drive, Manhattan, KS 66502
Phone: (785) 564-6700 Email: ksag@ks.gov Website: <http://agriculture.ks.gov>

This guide is for informational purposes only. It is not intended to be an exhaustive list of requirements for operating a Kansas agribusiness entity. Please contact the appropriate agencies or organizations for specific requirements applicable to your business.

Helpful Business Development Resources

The following listed resources are provided as a service to Kansas businesses. These resources will assist business owners in obtaining useful tools for starting a Kansas business, marketing agricultural products, and developing a skilled workforce, among others.

Kansas Department of Agriculture

Agribusiness Development, Domestic & International http://agriculture.ks.gov	The agribusiness development team works to grow the Kansas agriculture industry and economy by connecting people, working through regulatory requirements, as well as navigating support and incentive options for Kansas agribusinesses. The team handles both domestic and international business-related activities. For domestic questions, contact Lynne Hinrichsen, Agribusiness Development Director, at Lynne.Hinrichsen@ks.gov or 785-250-6429. If your business has questions on importing/exporting, contact Suzanne Ryan-Numrich, International Trade Director, at Suzanne.Numrich@ks.gov or 785-564-6704.
From the Land of Kansas Program www.fromthelandofkansas.com	<i>From the Land of Kansas</i> is a voluntary trademark program that helps promote and identify Kansas agricultural products to consumers. Register the business for membership with <i>From the Land of Kansas</i> . For more information contact Julie Roller, From the Land of Kansas Specialist, at Julie.Roller@ks.gov or call 785-564-6759.
Agricultural Workforce Development http://agriculture.ks.gov	KDA's Workforce Development can connect you with secondary and post secondary resources to find skilled employees and/or assist in developing a training program to fit your needs. For more information, contact Russell Plaschka, Ag Career & Workforce Development Specialist, at Russell.Plaschka@ks.gov or 620-228-1340.

Kansas Department of Commerce

KANSASWORKS www.kansasworks.com	KANSASWORKS is a free, web-based resource connecting employers with skilled employees and training providers. Call 877-509-6757 for more information on how to utilize the KANSASWORKS services for filling your employment needs.
Rural Opportunity Zones http:// www.kansascommerce.com/ /	The Rural Opportunity Zone program is a state program authorizing financial incentives to new full-time residents in Kansas. The two types of assistance include Kansas income tax waivers for up to five years, and/or student loan repayments up to \$15,000. For more information, please contact the Kansas Department of Commerce at 785-296-3481.

Other Resources

Network Kansas http:// www.networkkansas.com/	Network Kansas provides a central portal that connects entrepreneurs and small business owners with the appropriate resources when they are needed most. Network Kansas works with both new and existing businesses. Call 877-521-8600 for more details.
Kansas Small Business Development Center (KSBDC) http://www.kansassbdc.net/	The KSBDC is a network of service centers located throughout Kansas offering business consulting to small businesses. Call 800-452-6727 for more information. Homepage: http://www.kansassbdc.net/
Kansas Business Center http://www.kansas.gov/ businesscenter/	The Kansas Business Center is a resource for information, filings and personal assistance to start or maintain a Kansas business. Call 877-521-8600 for more details.

Continued on next page

Helpful Business Development Resources

Other Resources Continued

<p>K-State Research and Extension</p> <p>www.ksre.ks.edu</p>	<p>K-State Research and Extension is a statewide network of educators sharing unbiased, research-based information and expertise on issues important to Kansas. It has established local, state, regional, national and international partnerships. It is dedicated to a safe, sustainable, competitive food and fiber system and to strong, healthy communities, families, and youth through integrated research, analysis and education. For more information, please call 785-532-5820.</p>
<p>K-State Research and Extension, Kansas Value Added Foods Lab and K-State Food Science Institute, Meat Science Facility</p>	<p>The Kansas Value Added Foods Lab offers food-related businesses, processors and entrepreneurs technical assistance and product development expertise. For the full list of services and pricing refer to the Fees and Information (Kansas only). Call 785-532-1668 for more information, or email kvafli@ksu.edu.</p> <p>The Meat Science Facility provides meat processors and entrepreneurs an opportunity to use a state-of-the-art meat science research and teaching complex. Laboratories include the Meat Lab, the Sensory Lab, the Color Lab, the Meat Chemistry Lab, and the Post-Processing Pasteurization Lab. For more information, call 85-532-1279.</p>
<p>USDA Rural Development</p> <p>www.rd.usda.gov</p>	<p>USDA's Rural Development program offers loans, grants and loan guarantees to support services such as housing, economic development, health care, first responder services and equipment, water, electric and communications infrastructure.</p>
<p>USDA New Farmers</p> <p>newfarmers.usda.gov</p>	<p>USDA's New Farmers program assists farmers in finding resources customized to their specific type of farm. Subcategories are focused on young and beginning farmers, women in agriculture, youth and veterans.</p>

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